

This Equal Opportunity Policy is provided to every employee within the recruitment process. It is reviewed annually and where updated, re-issued.

We believe in Equal of Opportunity and are committed to providing Equal Opportunity in recruitment, selection, training and job promotion regardless of:

- **RACE.**
- **CREED.**
- **COLOUR.**
- **NATIONALITY.**
- **CASTE.**
- **ETHNICITY OR NATIONAL ORIGINS.**
- **SEX.**
- **DISABILITY.**
- **AGE.**

We will ignore irrelevant factors and give individuals a fair chance to go as far as their talents and abilities can take them.

We will abide by the directives set through:

- **Equality Act.**
- **Equal Pay Act.**
- **Disability Discrimination Act (DDA).**
- **Employment Equality (Sexual Orientation) (Religion and Belief) Regulations.**
- **Employment Equality (Age) & (Repeal of Retirement Age Provisions) Regulations.**
- **Race Relations Act & Regulations.**

I, the Managing Director, have responsibility for implementing, monitoring and dealing with issues associated with this Policy.

All grievances will be directed through me. They will be investigated quickly.

Disciplinary actions will be taken where discrimination, harassment or victimisation is apparent.